

**Transaction:** PT\_BAL00

**Variant:** 00\_Evaluated\_Time

**Title:** Evaluated Time Balances

**Description:** Used to report on the number of hours that will be passed to payroll. These values are available after Time Evaluation has been processed. The report will display a summary of hours grouped by time wage types and will include regular, holiday, OT, accruals and leave.

**Get Variant:** Select the Evaluated Time variant by clicking on the get variant button from the menu bar. This variant will default specific dates and exclude certain time wage types not relevant to this report.



**Execute Report:** Enter the date range of the week or pay period to report on and enter the personnel number.

A screenshot of the SAP report execution screen. The title bar reads 'Cumulated Time Evaluation Results: Time Balances/Wage Types'. Below the title bar, there is a row of icons. The first icon from the left, which represents 'Execute Report', is circled in red. The main area of the screen is divided into several sections: 'Further selections' (containing 'Search helps', 'Sort order', and 'Org. structure'), 'Period' (containing radio buttons for 'Today', 'Current month', 'Current year', 'Up to today', 'From today', and 'Other period', with 'Other period' selected and date fields for 'Period' (03/16/2011) and 'To' (03/31/2011)), 'Selection' (containing 'Personnel Number' and 'Cost center' fields), 'Selection Conditions' (containing radio buttons for 'Day balances', 'Cumulated balances', and 'Time wage types', with 'Time wage types' selected and a value of 2221), 'Value limits (hours) for time/wage types' (containing a checkbox for 'Take account of value limits (hours)'), and 'Data format' (containing a 'Layout' field with the value '/EVAL\_LAYOUT').

## Sample Report:

### Cumulated Time Evaluation Results: Time Balances/Wage Types



#### Time wage types

Data select. period 09/05/2010 - 09/11/2010

Pers.No.	Name	Period	Current Date	WT	Wage Type Long Text	z Number
1925xx	John Smith	201009	09/10/2010	2220	Comp Earned Checkstub	8.00
				2220		8.00
1925xx	John Smith	201009	09/07/2010	9200	Salaried Regular Hours	10.00
1925xx	John Smith	201009	09/08/2010		Salaried Regular Hours	10.00
1925xx	John Smith	201009	09/09/2010		Salaried Regular Hours	10.00
1925xx	John Smith	201009	09/10/2010		Salaried Regular Hours	2.00
				9200		32.00
1925xx	John Smith	201009	09/06/2010	9316	Holiday Pay_Sal	8.00
				9316		8.00
						48.00